

Sangamon Valley LEPC

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AGENDA

March 15, 2012

8:30 AM

*Office of the State Fire Marshal
1035 Stevenson Drive
Springfield, IL 62703*

Meeting Called to Order by David Butt, Chairman

Approval of Minutes from Last Meeting (01/19/2012)

Introductions

Recognition of LEPC Members and Visitors

Old Business

Comprehensive Emergency Response Plan

Exercises

Cyber Security TTX

Other

Training

Open Meetings Act

Freedom of Information Act

Pipeline Safety / March 28, Springfield

Norfolk Southern TRANSCAER® Training / April 23 – 27, Decatur

Other

Filing of 2011 Tier 2 Forms

Independent Contractor's Report on Progress of Site Specific Planning Project

New Business

Winnebago Co. LEPC Conference / May 2 – 4, Rockford

Assistance to Fire Fighters, Regional Grant

Severe Weather/Flooding Preparedness

Other Business

Other Business Old or New

Next Meeting: May 17, 2012, at Athens Community Park

Motion to Adjourn

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MINUTES OF THE SANGAMON VALLEY LEPC MEETING – March 15, 2012

Call to Order - The Chair, David Butt, called the meeting to order at 8:36 am, at the State Fire Marshal's Office Auditorium, 1035 Aldai Stevenson Drive, Springfield IL 62703.

There was a quorum with 13 members present: Becky Berberet, Springfield Clinic; David Butt, Sangamon County OEM; Tracy Garrison, Sangamon County GIS; Larry Graf, Menard County EMS; Mike Lopez, Village of Jerome; Pat Metz, City Water, Light & Power (CWLP); Mike Moos, Sherman EMA; Jim Strutz, Illinois Water/Waste Water Agencies Response Network (ILWARN); Diana Wade, Sangamon County Department of Public Health; Linda Wheeland, Springfield-Sangamon County Regional Planning Commission; Gregg Williams, Springfield Police Department; and Ken Yocom, Menard County Rescue Squad.

Approval of the Minutes - Minutes from the LEPC meeting of January 19, 2012, were distributed via e-mail prior to this meeting. A motion was made by Jim Strutz, seconded by Tracy Garrison and approved unanimously to accept the minutes from our last meeting.

Introductions - Self-introductions were made by the members in attendance. Matt Helms, Independent Contractor; Joe Snodgrass, Petersburg Fire Department; Eric Staley, CWLP; and Kaleena Wright, American Red Cross, joined us as visitors. All were welcomed.

Old Business

Comprehensive Emergency Response Plan – At our last meeting the committee accepted a 23-page Hazardous Materials Annex to become part of the Sangamon County Emergency Operations Plan, as prepared by the Chair and e-mailed to all members. However, it was requested that it be modified with a clear title as a stand-alone document without referring to itself as an “annex” of a larger plan for use as our Comprehensive Emergency Response Plan. This was corrected, along with several Scribner's errors found by proofreaders. The Chair passed around a copy with these corrections made plus an itemized update of Appendix 1 based on new Tier 2 Reports. After all had a chance to review the copy, a motion was made by Mike Moos, seconded by Jim Strutz and approved unanimously to accept the Comprehensive Emergency Response Plan for Sangamon County. As part of the motion and its second, Mike asked to have the opportunity for himself or any member to review the plan for any further inconsistencies needing correction. The plan is being distributed with these minutes. At our May meeting, Larry Graf intends to have a similarly designed Comprehensive Emergency Response Plan for Menard County to present to the LEPC.

Exercises – Gregg Williams spoke about the cyber security tabletop exercise held on February 23, with an after action report workshop scheduled for March 23. There were 3 LEPC members participating in the exercise. One take-away covered was the fact that copy and Fax machines scan information onto a hard drive which is often overlooked when leased equipment is returned to the vendor for service or replacement. An organization with sensitive data must consider the frequency that such documents are scanned and plan for hard drive security. Jim shared information that ILWARN was notified just yesterday of a larger cyber exercise upcoming, to focus on both public and private issues. He will bring more information to our May meeting. Larry reported that Menard County will be having a mass casualty full scale exercise in Athens on Saturday, May 19, for which controllers/evaluators will be needed. Diana Wade will be participating in a separate mass casualty exercise as part of a Medical Reserve Corps Conference on April 28.

Training – The Chair reminded the committee of the requirement by Illinois statutes that all members take the Attorney General's Open Meetings Act training at <http://foia.ilattorneygeneral.net/Default.aspx>. If interruptions can be avoided, it can be completed in an hour. Certificates of completion need to be e-mailed to the Chair, who has received 11 thus far. Freedom of Information Act training for 2012 has been completed by the Chair and Vice Chair. No other members need to pursue this. The Illinois Fire Service Institute will have a Command and General Staff training in Springfield during the week of April 16. Brochures were passed around the room with information for trainings on Pipeline Safety in Springfield, March 28, and the Norfolk Southern TRANSAER® in Decatur, April 23-27.

Filing of 2011 Tier 2 Reports – The LEPC has received 141 Tier 2 Reports. For Menard County, 13 of 13 are received. For Sangamon County, 128 of 132 are received. The deadline was March 1, 2012 for 2011 reports.

Independent Contractor's Report on the Site Specific Planning Project – Matt reported that he has updated the plans for Strawn Fertilizer and Christian County FS since the last meeting. He is only lacking signatures for 5 other plan revisions and one new plan, which he should have before the end of the month. A second new plan that he has begun writing is for Wingfoot Commercial Tire where 2 products are mixed to make a tire hardening compound. This procedure has been ongoing, but the LEPC received our first Tier 2 Report for it this past month. Tracy has provided Matt with the aerial photography of Wingfoot that he needs.

New Business

Winnebago County LEPC Conference – A brochure for this LEPC Conference was shared with the committee. Matt, Larry and the Chair will be attending, May 2-4, in Rockford. If any other members are interested, please contact the Chair. Our HMEP grant budget may allow for additional attendees.

Assistance to Firefighters, Regional Grants – Sherman Fire Dept. received a grant on behalf of departments in Sangamon County and Tallula Fire Dept. received a grant on behalf of departments in Menard County. These grants will fund purchases of narrowband pagers and portable or mobile radios.

Severe Weather/Flooding Preparedness – Last week was Severe Weather Preparedness Week in Illinois. After no tornado fatalities in Illinois for 2011, 2012 has already had 7 fatalities from the predawn tornado on February 29. The lack of a snow pack in Minnesota and Wisconsin means that massive Mississippi River flooding will be avoided this year. Localized heavy rain events, like the one in Sangamon and Morgan Counties on June 18, 2011, will give us our greatest flooding risks.

Other Business

Around the Room – Members had the opportunity to share additional information with the committee. March is Red Cross month, however, this year the IL Capital Area Chapter has pushed back its annual Heroes Breakfast at the Crowne Plaza until April 20. The Sangamon County Dispatch Center has begun to add hazardous materials information to 9-1-1 addresses in accordance with Tier 2 Reports. Springfield Clinic is evaluating its storage of Sulfuric Acid in sealed batteries and will take its findings to Matt for review on whether it should be filing a Tier 2 Report. Sherman EMA and Police Dept. will be moving soon into a new building (with a basement) donated by Illini Bank to the village. Petersburg Fire Dept. is replacing its aerial truck with a newer model.

Meeting Closure – The next LEPC meeting is scheduled for 8:30 am, May 17, 2012, at the Athens Community Park. The building we use also serves as the Athens City Hall. There being no further business, a motion was made by Mike Lopez, seconded by Pat Metz and approved unanimously to adjourn the meeting at 10:05 am.